

Guest Readers are people who come to an event or a classroom and read to students.

WHO CAN BE A GUEST READER?

- ☐ Parents
- ☐ Administrative Staff
- ☐ Supportive Staff (janitor, cook, bus driver, teacher's aide, etc.)
- ☐ Middle or High School Students
- ☐ Older Siblings of Students
- ☐ Grandparents/Retired Citizens
- ☐ Bi-lingual Readers
- ☐ College Students or Staff
- ☐ Coaches, Music or Art Teachers
- ☐ City, County or State Government Officials
- ☐ Local Small Business Owners
- ☐ Public & State Library Staff
- ☐ Radio DJ's and News Anchors
- ☐ Bookstore Managers & Employees
- ☐ Local Celebrities: Sports, TV, Radio, etc.
- ☐ Animal Specialists: trainers, veterinarians, etc.
- ☐ State Department of Education Staff
- ☐ Local Authors or Illustrators
- ☐ Local Clergy

WHAT BOOK CHOICES WOULD BE APPROPRIATE FOR A GUEST READER?

- ☐ Picture Books.
- ☐ One chapter from a familiar book, ie: Little House On The Prairie.
- ☐ Joke books, tongue twisters, rhymes, and poetry.
- ☐ Situation comedy short stories.
- ☐ The Reader's Choice: A favorite childhood book of the reader.
- ☐ The Reader's Life: A book where the reader's employment position is mentioned or highlighted.
- ☐ The Teacher's Choice: A classroom studies theme.
- ☐ The Event Coordinator's Choice: A literacy event themed book.

WHEN WOULD A GUEST READER READ?

► CLASSROOM SETTING

- ☐ Guest Readers can be scheduled for a regular story time each day, week or month.

► FAMILY LITERACY EVENT

- ☐ Guest Readers can be the "main event" of a Family Literacy Event or one of many activities during a literacy event.
- ☐ One or several Guest Readers can alternate readings between scheduled activities.

WHERE WOULD A GUEST READER BE SITUATED?

► CLASSROOM SETTING

- ☐ A comfortable chair for the guest reader with students gathered around on the floor or in chairs that can be drawn close to the reader.

► FAMILY LITERACY EVENT

- ☐ Visibility and sound are the keys to an effective story reading. Stage and microphone are normally needed for large group literacy events.

☐ HOW DOES THE TEACHER OR EVENT COORDINATOR MAKE THE MOST OF THE READING TIME?

- ☐ Regularly Scheduled Guest Reading Events will increase interest, anticipation and the development of a good Guest Reader program.
- ☐ A celebratory atmosphere sets the stage for a positive Guest Reading experience.
- ☐ A catchy name for the Guest Reader Program promotes awareness ie: Reading Rocks.
- ☐ A posted schedule on the school website and school information stations will keep parents informed about the Guest Reader program.
- ☐ The secretary/greeter at your school should know ahead of time about the arrival of your Guest Reader.

- ☐ Make sure the Guest Reader knows the details:
 - ▶ Where to park and enter the facility.
 - ▶ How to check in at the office and find the room.
 - ▶ The exact time to arrive and how long the session will last.
 - ▶ The approximate number of students in the classroom or expected at the event.
 - ▶ The attention span per the student age.
 - ▶ Your contact information.
- ☐ "Surprise Guest Readers" - Give the students hints and prediction opportunities. Secrets are fun! If parents or family members are Guest Readers, keep this a secret from all of the students so they will be surprised.
- ☐ Webcam: For Guest Readers who are 'famous' or not able to come to your school due to a busy schedule, set up a Webcam Guest Reading, which can be either pre-recorded or live.
- ☐ Teach the students how to behave respectfully to visiting Guest Speakers.
- ☐ The maximum reading time for preschoolers is 10 minutes.
- ☐ After the reading, have some snacks prepared that compliment the story.
- ☐ Supply the Guest Readers with a tip guide to help them make the most of their reading presentation.

TIPS FOR GUEST READERS:

- ☐ Before reading the story, take just a few minutes (2-3 minutes) to introduce yourself and talk about your life and/or childhood. If appropriate, share about skills and talents you have acquired for your job.
- ☐ Take a little time to listen to the students share about their classroom learning experiences.
- ☐ Set the stage by asking the students a question that will engage them in the story they are about to hear. The question can be based on the book title, book cover, or a hint about what will happen in the story.
- ☐ Read the book several times in advance. Pay special attention to pronunciation and pace. Speaking clearly and at just the right pace takes a bit of practice.
- ☐ Don't rush through the story. Stop: to ask a question, explain the meaning of an event or let the students look at the illustrations. Take time to show the pictures on each page as you read.
- ☐ Be dramatic! Put lots of expression in your voice. You may feel a little silly, but the students will love it! Modulate your voice as you move from character.
- ☐ Using props, costumes, pantomime or music can help the story come alive.
- ☐ If there is a repeated phrase in the book, teach the students to echo the phrase each time you read it.
- ☐ Explain words or phrases that the students may not understand.
- ☐ If possible, bring free give away coupons or small prizes that are associated with your place of employment. Give these out to the students at the end of your visit.